



Commuter Trip Reduction Credit Annual Application

For: January 1, 2010 through December 31, 2010

Calendar Year

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Business Name: _____ Tax Reg. Number:

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I. Calculation of Commuter Trip Reduction (CTR) Credit

1. Number of employees for which incentives were paid from January 1, 2010 through December 31, 2010 _____
2. CTR incentives paid from January 1, through December 31, 2010 (maximum \$120 per employee):

\$ _____ x .50 = \$ _____
3. Maximum of \$200,000 CTR credit per employer or property manager per fiscal year \$ _____ 200,000.00

II. Total Available Commuter Trip Reduction Credit

4. Possible CTR credit amount for this fiscal year (the lesser of lines 2 or 3) \$ _____

Instructions for Completing Commuter Trip Reduction Credit Annual Application

How do I use this form?

- Use black ink and return the original form to the Department of Revenue by January 31, 2011.

Section I.

Calculation of Commuter Trip Reduction (CTR) Credit

1. Indicate the number of employees for which incentives were paid from January 1, 2010 through December 31, 2010.
2. The amount of the credit is 50 percent of the amount paid to or on behalf of each employee for ride sharing, car sharing, using public transportation, or using non-motorized commuting. The maximum amount paid is \$120 per employee, credit may not exceed \$60 per employee per fiscal year.
3. Maximum is \$200,000 per employer or property manager.

Section II.

Total Available Commuter Trip Reduction Credit

4. Enter the lesser of the lines 2 or 3. This will give the possible CTR credit amount for this fiscal year.

What if the cap is met?

- When the statewide cap is met, the CTR credit applied for will be reduced proportionally.
- Any unused credit approved for this fiscal year could be carried forward and use in subsequent years until June 30, 2013.

Mail application to:

- **Taxpayer Account Administration**
Attn: Special Credits and Assessments
PO Box 47476
Olympia, WA 98504-7476

Need Help?

- Internet Assistance - Go to DOR's home page at dor.wa.gov
- Telephone Assistance - Call the Department of Revenue at (360) 902-7035.

For tax assistance or to request this document in an alternate format, visit <http://dor.wa.gov> or call 1-800-647-7706. Teletype (TTY) users may call (360) 705-6718.